



MoE's
INNOVATION CELL
(GOVERNMENT OF INDIA)



INSTITUTION'S
INNOVATION
COUNCIL
(Ministry of Education initiative)

St. Joseph's College of Arts & Science (Autonomous)

Affiliated to Annamalai University, Annamalai Nagar | Re-Accredited by NAAC with 'A' Grade (3rd Cycle)
Recognized under section 2(f) and 12 (B) of the UGC Act, 1956 | A Christian Minority Institution
St. Joseph's College Road, Manjakuppam, Cuddalore - 607001

SJC INSTITUTION'S INNOVATION COUNCIL (SJC-IIC) MEETING

SEMESTER – II QUARTER – III (2023 -24)

Meeting No: 12

Date: 08.03.2024

AGENDA OF THE MEETING

- Prayer
- Welcome note – Rev. Fr. Dr. A. Alex
- Minutes of previous meeting - Mr. I. Anand Raj
- To review activities performed during the Quarter 2 of assessment period 2023 – 24 - Mr. M. Om Prakash
- Action plan for the Quarter-III of the IIC 6.0 assessment period 2023 – 24, (Start date – End date) – Mr. M. Om Prakash
- Briefing about activities to be performed [Calendar Activity (08 activities) / MIC Driven Activity (02) / Celebration Activity (05 activities)]
- Assigning activities to IIC members.
- Self driven activity guidelines to individual department.
- Data submission deadline to IIC. (Report format and portal updating).
- Concluding remarks by dignitaries.


Dr. M. ARUMAI SELVAM, M.Sc., M.Phil., Ph.D.,
PRINCIPAL
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CUDDALORE - 607 001.



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SJC INSTITUTION'S INNOVATION COUNCIL (SJC-IIC) MEETING

SEMESTER - II

QUARTER - III IIC 6.0 (2023 -24)

Meeting No: 12

Date: 08.03.2024

Minutes of the meeting

The following details were discussed in the meeting.

- Discussed, reviewed and evaluated the programmes organized during the **Quarter II** of IIC Calendar year 2023 - 24 starting from **01.12.2023 to 29.02.2024**.
- Self evaluating the performance of SJC-IIC during the **Semester I** of IIC Calendar year 2023 - 24 and discussed the scope for improvement for optimum performance in the IIC 6.0.
- Displayed and discussed about the Calendar, Celebration and MIC driven activities prescribed by MoE's Innovation Cell for **IIC 6.0** to be performed between **(01.03.2024 to 31.05.2024)**.
- Different levels of activity (Level 1 to 4) has been discussed and time frame for each level of activity has been explained.
- IIC Calendar activities (7 activities), Celebration activities (4 activities), MIC Driven Activity (2 activities) had been assigned to the IIC members with appropriate guidelines for performing the activities.
- MIC driven activities are assigned to Dr. S. Anand Christy (BCA) and Mr. I. Anand Raj (IEDC). Activities to be performed as and when notified by MoE's Innovation Cell.
- All departments are motivated to perform at least one self driven activity per month catering to the specific needs of the department.



[Handwritten signature]
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- It has been unanimously decided to perform all the planned activities before **19.04.2024 (Friday)** and submit the activity reports on or before **30.04.2024 (Friday)**.
- Reporting formats and appropriate guidance for preparing the reports has been given.
- It has been directed to follow the reporting format as prescribed by SJC-IQAC.
- It has been planned to upload all the activities report performed during the Quarter II of IIC 6.0 in the IIC portal on or before **31.05.2024 (Friday)**.
- Photographs taken during the programme have to be posted in social media (Facebook, Twitter, Instagram and LinkedIn) through Mr. A. Pradhap, SJC Social Media Champion.
- All videos corresponding to programmes should be submitted to Dr. A. R. Johnson Durai, IIC Social Media Co-ordinator for uploading in the YouTube.
- Appropriate social media link along with excel data sheet, activity reports should be shared to SJC-IIC through the mail (iicsjctnc@gmail.com) for validation and uploading in the IIC Portal.
- The council has agreed to convene next meeting of the SJC-IIC members tentatively on **05.06.2024 (Wednesday)** to review the progress of the activities performed during the Semester II Quarter III of IIC 6.0 calendar and to plan for the Quarter IV.




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S.No	Name of the Member	Designation	Signature
19	Dr.M.Maria Julie	Other members	
20	Dr.A.Arulprakash <i>for</i>	Other members	
21	Mr.S.Antony Jones	Other members	
22	Dr.S.Anand Christy	Other members	
23	Dr.P.Arul Prasad	Other members	
24	Dr.R.Rajkumar	Other members	
25	Dr.R.Sudaroli	Other members	
26	Mr.A.Mahimai Kuzhanthai Yesu	Other members	
27	Dr. S. Celine Hilda Mary	Other members	



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